

SCIENCES - BIOLOGICAL SCIENCE

FREQUENTLY ASKED QUESTIONS

1. **What does the application fee cover?** For the CE or CEAS, the fee is \$170.00 (this includes the cost of the CE/CEAS, two-year provisional certificate and standard certificate at the successful completion of the provisional teacher program.
2. **Once I receive my CE, what do I need to do?** It allows you to seek and gain employment. You will work as a fulltime teacher but the school district must enroll you in the Provisional Teacher Program.

1. WHAT TYPES OF CERTIFICATES CAN I APPLY FOR?

- **Certificate of Eligibility (CE)** – (This is the certificate issued to eligible candidates who have NOT completed a state approved college teacher preparation program that culminates in student teaching.)
- **Certificate of Eligibility with Advanced Standing (CEAS)** – (This is the certificate issued to eligible candidates who have completed a state approved college teacher preparation program that culminates in student teaching.)
- **Standard certificate** – (This is the certificate issued to eligible candidates who have completed a state approved college teacher preparation program that culminates in student teaching and have completed a minimum of one year of successful full-time teaching under a currently valid out-of-state certificate. Note that certificates issued by cities do not fulfill this requirement.)

2. REQUIREMENTS FOR INITIAL CERTIFICATION

- a) **BACHELOR'S DEGREE FROM A REGIONALLY ACCREDITED UNIVERSITY** - (Applicants must hold a bachelor's or an advanced degree from a regionally accredited college or university. Regional accreditation associations include Middle States Association of Colleges and Schools; New England Association of Schools and Colleges; North Central Association of Colleges and Schools; Northwest Association of School and Colleges; Southern Association of Colleges and Schools; and Western Association of School and Colleges)
- b) **MINIMUM GPA REQUIREMENT** - (Achieve a cumulative GPA of at least 2.50 when a GPA of 4.00 equals an A grade for students graduating before September 1, 2004 in a baccalaureate degree program, higher degree program or a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits; for students graduating on or after September 1, 2004, achieve a cumulative GPA of at least 2.75 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits)
- c) **MAJOR IN THE FIELD OF STUDY** – (Complete a major in the specific science subject OR complete a minimum of 30 credits in a coherent sequence in the specific science subject. A coherent sequence requires that at least 12 credits are completed at the advanced

level of study (junior, senior or graduate level). All coursework must appear on the transcript of a regionally accredited four-year college or university.)

- d) **PRAXIS II EXAM** - (Pass the appropriate praxis II exam. Please see specific tests below. Please go to ets.org for more details. You must have ETS officially send the scores to the NJ Department of Education. A copy of the test score report will not suffice.)

Biological Science

Biology: Content Knowledge, Part 2 (20232),

General Science: Content Knowledge, Part I (10431), and

General Science: Content Knowledge, Part 2 (10432)

- e) **PHYSIOLOGY AND HYGIENE** - (Pass an examination in physiology, hygiene and substance abuse issues. This requirement can be completed by a college course in human biology, health, nutrition, or related area of study. It can also be satisfied by completion of United States military service evidence by a copy of the DD-214 form. It can also be satisfied by completion of a health test available through the county office of education.)

3. CERTIFICATE OPTIONS – EXPLAINED

- a) To apply for the **Certificate of Eligibility (CE)** you must complete the Requirements in 2 (a-e) above and you should submit the following:

- **Completed application for certification or on-line application** (You can apply on line at https://www6.state.nj.us/DOE_TCIS_ONLINEED/login.jsp) or submit a paper application that is available through the county office of education or from the Office of Licensure and Credentials.)
- **Application Fee: \$170.00** (Note that fees must be in the form of a certified check or money order payable to “Commissioner of Education” or through a credit card if you apply online.)
- **Official college/university transcripts** - (submitted by the college directly to the Office of Licensure and Credentials or by the applicant in a sealed envelope.)
- **Official Praxis score submitted directly from Educational Testing Services (ETS)** – (Please refer to ets.org for test dates and further details. Passing test scores are subject to change at any time. It is the score in effect at the time of certificate issuance that the candidate is required to meet. Contact ETS to make sure that the scores were officially sent to the NJDOE (code R7666). Note that if your social security number is not on your score report, you will need to submit a copy of your score report showing that an official score report was sent to the NJDOE and a copy of your social security card.)

- b) To apply for any science **Certificate of Eligibility with Advanced Standing (CEAS)** you must complete the Requirements in 2 (a-e) above and you should submit the following:

- **Completed application for certification or on-line application** - (You can apply on line at https://www6.state.nj.us/DOE_TCIS_ONLINEED/login.jsp) or submit a paper application that is available through the county office of education or from the Office of Licensure and Credentials.)

- [Application Fee: \\$170.00](#) - (Note that fees must be in the form of a certified check or money order payable to “Commissioner of Education” or through a credit card if you apply online.)
 - [Official college/university transcripts](#) - (submitted by the college directly to the Office of Licensure and Credentials or by the applicant in a sealed envelope.)
 - [Official Praxis score submitted directly from Educational Testing Services \(ETS\)](#) –(Please refer to ets.org for test dates and further details. Passing test scores are subject to change at any time. It is the score in effect at the time of certificate issuance that the candidate is required to meet. Contact ETS to make sure that the scores were officially sent to the NJDOE (code R7666). Note that if your social security number is not on your score report, you will need to submit a copy of your score report showing that an official score report was sent to the NJDOE and a copy of your social security card.)
 - [Copies of out of state certificates](#) - (if you do not hold any out of state certificates, you may still apply for the CEAS.)
- c) To apply for any science [Standard Certificate](#) you must complete the Requirements in 2 (a-e) above and you should submit the following:
- [Completed application for certification or on-line application](#) - (You can apply on line at https://www6.state.nj.us/DOE_TCIS_ONLINEED/login.jsp) or submit a paper application that is available through the county office of education or from the Office of Licensure and Credentials.)
 - [Application Fee: \\$95](#) - (Note that fees must be in the form of a certified check or money order payable to “Commissioner of Education” or through a credit card if you apply online.)
 - [Official college/university transcripts](#) - (submitted by the college directly to the Office of Licensure and Credentials or by the applicant in a sealed envelope.)
 - [Official Praxis score submitted directly from Educational Testing Services \(ETS\)](#) – (Please refer to ets.org for test dates and further details. Passing test scores are subject to change at any time. It is the score in effect at the time of certificate issuance that the candidate is required to meet. Contact ETS to make sure that the scores were officially sent to the NJDOE (code R7666). Note that if your social security number is not on your score report, you will need to submit a copy of your score report showing that an official score report was sent to the NJDOE and a copy of your social security card.)
 - [Copies of out of state certificates](#) - (Note that certificates issued by cities do not fulfill this requirement.)

- Original letter of experience - *(The original letters must be on school letterhead signed by an appropriate school district official documenting fulltime teaching experience. At a minimum the letter should include your dates of employment, teaching assignment and full or part-time status. If your teaching experience was part-time, the letter needs to include the hours per day, days per week and weeks per year that you were teaching.)*
- COMPLETION OF A STATE APPROVED COLLEGE TEACHER PREPARATION PROGRAM CULMINATING IN STUDENT TEACHING OR COMPLETION OF NEW JERSEY PROVISIONAL TEACHER TRAINING PROGRAM - (Only for CEAS or Standard)
- ORIGINAL LETTERS OF EXPERIENCE (Standard Only) - *(The original letters must be on school letterhead signed by an appropriate school district official documenting fulltime teaching experience. At a minimum the letter should include your dates of employment, teaching assignment and full or part-time status. If your teaching experience was part-time, the letter needs to include the hours per day, days per week and weeks per year that you were teaching.)*